Department of the Army
Headquarters, United States Forces Command
1777 Hardee Avenue, SW.
Fort McPherson, Georgia 30330-1062
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*FORSCOM Supplement 1 to AR 220-1

Field Organizations
UNIT STATUS REPORTING
(RCS CJCSI 340.01A)

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Suggested improvements. The proponent for this supplement is the Force Readiness Integration Branch, Training Division, DCSOPS, HQ FORSCOM. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) to CDR, FORSCOM, ATTN: AFOP-TRR, 1777 Hardee Avenue SW., Fort McPherson, GA 30330-1062.
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AR 220-1, dated 1 September 1997, with Changes 1 through 7 and HQDA MSG on Bde Cdrs Cmts, DTG 251854Z Nov 98, is supplemented as follows:

Page 2, paragraph 1-4. Add subparagraph g as follows:
    g. Each reporting installation will appoint a Status of Resources and Training Systems (SORTS) officer who will be:
    (1) Single point of contact for solving USR/UIC/SORTS/ readiness issues.
    (2) Responsible for ensuring reports are transmitted error-free within 84 hours of the as of date of the report.
    (3) Knowledgeable in all aspects of unit status reporting as required by AR 220-1 and this supplement.
    (4) Responsible for all unit requests for C-5 and/or USR excusal for units residing on the installation.

Page 2, paragraph 1-6b. Add subparagraph (4) as follows:
    (4) Use procedures in FORSCOM Pam 310-3, 1 Apr 96, Subject: FORSCOM Guide to TOE, MTOE, TDA and CTA Changes, to correct MTOEs/TDAs which have administrative/ typographical errors that affect resource area level computations. The approval letter from the FORSCOM DCSLOG Force Integration Division constitutes authority to disregard the documentation errors for unit status reporting purposes until a corrected MTOE is received.

Page 2, paragraph 2-1f. Change to read as follows:
    f. The following USAR TDA units are required to submit USRs. Units not listed are exempt from Unit Status Reporting requirements.

(1) Units assigned to USAR Divisions (Exercise) and Divisions (Institutional Training) will submit USRs semiannually as of 15 April and 15 October. No validation reports are required. Total Army School System (TASS) Battalions/ Brigades are required to submit USRs semiannually through the Divisions to USARC.

(2) In addition to deployable USAR TDA units, the following types of USAR TDA units will submit quarterly regular reports and monthly validation reports to USARC headquarters only. Reports will not be forwarded through USR channels to higher headquarters unless requested.

(a) ACOM, CENTCOM, COSCOM, DLA, FORSCOM, MMC, PACOM, SOUTHCOM, TAACOM, TRANSCOM, and USA Three Augmentation Detachments/Elements.

(b) Active Component Division Support Units.

(c) Garrison Support Units (GSUs).

(d) Information Centers.

(e) Medical Units.

(f) Military Intelligence (MI) Detach-ments/Elements.

(g) Military Traffic Management Command (MTMC) Port Security, Railway Operations and Terminal units.

Page 4, Table 2-1. Under "Notes:" Add the following as Item (3):
If nothing has happened in the USAR unit that would normally generate a change report, then a validation report will be submitted. There is no need to recompute all status data monthly to determine if unit status has changed from the last quarterly report.

Page 4, paragraph 2-6b(2). Add the following:
The submitted data will be up to date, i.e., as of the date of the composite report, and not carried forward from a previously submitted report.

Page 4, paragraph 2-6. Add subparagraphs c through g as follows:
c. Units deploying OCONUS, either on an exercise or as part of a contingency mission, will normally **not** be excused from reporting. Units may be authorized to submit deployed USRs as specified in **Chapter 11**. Each excusal request will be considered on a case-by-case basis.

d. For units excused from reporting, the unit's last USR submitted prior to deployment will remain its most current USR for the duration of the OCONUS exercise/mission, provided the unit's **overall or any resource area** level does not change.

Follow the procedures outlined in subparagraph e below for C-level/ resource area level changes. Units deploying OCONUS will request excusals at least 45 days prior to departure, through channels, to HQ FORSCOM DCSOPS ATTN: Training Division Force Readiness Integration Branch (AFOP-TRR), providing the following information:

(1) Unit name and UIC.

(2) Date of deployment (when first personnel element deploys) and date of redeployment (when last personnel element returns).

(3) Dates of USR cycles (15th of each month) when the unit will be deployed.

e. Excused units, upon determining that a change report is required, will transmit via any secure means the necessary information to their home installation USR office. The installation USR officer will then submit the change report IAW AR 220-1.

f. Units which have subordinate elements deploying as noted in subparagraph c will implement the procedures in subparagraph d only if at least 50 percent of the unit's personnel/ equipment and the command and control element deploy. Otherwise, the unit will submit the regularly scheduled USR. Deployed subordinate elements may be considered available (unit commander's call). Unit will explain the situation in their READY GENTEXT remarks and forecast its "get-well" date in FORECAST Set CADAT Field.

g. Any FORSCOM unit which redeploys from an OCONUS operation (exercise, contingency deployment, operations other than war, peacekeep-ing, etc.) will contact its home installation SORTS officer to determine what is the as of date (RICDA) of the last USR. If the RICDA of the last USR on the FORSCOM database is not current (as of the last USR monthly cycle), then the unit will submit a change report within 96 hours of the return of the unit commander to, at a minimum, update the RICDA, the overall C-level, and all resource area levels. If the RICDA is current and the overall C-level and resource area levels have not changed, then no change report is required. Unit will submit a complete USR at the next available USR reporting cycle. If the unit commander redeploys during the four calendar day USR submission period, the unit will coordinate with the installation SORTS officer to determine if submitting a complete USR is feasible.

Page 4, paragraph 2-7a. Add the following:
Change reports will be submitted to correct errors found after the reporting cycle (the 15th of each

month plus 96 hours). If errors are found within the reporting cycle, then the original report will be re-submitted with the error(s) corrected.

Page 4, paragraph 2-7.   Add the following as subparagraph e and f:

e. The CG FORSCOM desires specific comments from major unit commanders, not information found in other portions of the USR. Comments are restricted to divisions only (brigade-level units, see paragraph 2-7f below).   Free NARR/GENTEXT remark (as specified in paragraph 9-7) will be used. Comments will be concise, but complete and to-the-point. Remarks are mandatory and should provide details that will help focus the CG on the critical readiness issues that need to be resolved. See example remark below:

NARRA 971015 LIFTING PERSONNEL FENCE, NORMAL SUMMER ROTATIONS AND REDEPLOYMENT OF 6-85 ARMOR FROM BOSNIA WILL CAUSE P-LEVEL TO DROP DRAMATICALLY. THE SHORTAGE OF CS/CSS SPECIALTIES CAUSES THE DIVERSION OF MORE AND MORE COMBAT ARMS SOLDIERS, REQUIRING ME TO ZERO OUT SQUADS. DO NOT FEEL THAT 5-MAN SQUADS ARE VIABLE AND NOT A WISE EXPENDITURE OF TRAINING MONEY. HALF OF M1A2 GUNNERS ARE E-4 OR BELOW.   EXPECT AN ADDITIONAL $1.3M TO CONDUCT GUNNERY AND OTHER TRAINING TO BRING 6-85 ARMOR UP TO T-1 STATUS ONCE REDEPLOYED. WE NEED A ONE-MONTH EPA WAIVER TO CONDUCT INTENSIVE GUNNERIES TO PREPARE FOR NTC ROTATION IN MAR 98. NO OTHER SERIOUS ISSUES AT THIS TIME.
VR, BG JONES

f. The HQDA directed that commanders of active component infantry and armored brigade-level units (separate brigades, armored cavalry regiments, divisional maneuver brigades) comment on their brigade's personnel, equipment, maintenance, training and resources from a brigade-level perspective. The remarks are *mandatory*. Like the divisional comments required in paragraph 2-7e above, the remarks should provide details that will help focus HQDA and FORSCOM on the critical readiness issues that need to be resolved.   The combined arms brigade commanders may comment on any of the resource areas as they see fit and may include comments concerning slice elements.   A review of the training resource constraints cited in

paragraph 7-6 of AR 220-1 will help the brigade commander focus their comments. However, they do not need to use the training constraints as a checklist, nor are they restricted to just those topics.

(1) For separate brigades and armored cavalry regiments, free NARR/GENTEXT remark (as specified in paragraph 9-7) will be used; this requirement replaces the comments required by paragraph 2-7e above.

(2) For divisional maneuver brigades, the free NARR/GENTEXT remark (as specified in paragraph 2-7b) of the brigade's HHC/HHD will be used for this purpose until further notice.

Page 8, paragraph 3-2e.   Add the following as subparagraph e:

e. Use the REQUIREMENTS CHECKLIST (**Figure J-7**) in **Appendix J** to ensure all requirements are met.

Page 8, paragraph 3-3a. Add the following:
Units undergoing HQDA-directed action (activation, conversion, or reorganization), see **Appendix H**, this supplement.

Page 9, paragraph 3-3e(2). Add the following:
Written authorization from this headquarters is not required. C-5 authority continues for as long as low authorization levels prevent the unit from achieving C-3 or better.

Page 9, paragraph 3-3f. Add the following at the end of the paragraph:
Such HQDA actions include reorganizations.

Page 9, paragraph 3-3. Add subparagraph i:
i.   All C-5 levels for FORSCOM units (except for ALO Z units and units addressed in paragraph 3-3e, AR 220-1, as supplemented above) must be approved by the HQ FORSCOM DCSOPS Training Division Force Readiness Integration Branch (AFOP-TRR) prior to submission. Send written requests for C-5 status via memorandum, USMTF message, secure e-mail/fax or GCCS (via SORTS NewsGroup).   Note that C-5 requests are **CONFIDENTIAL** *regardless of unit level.* Request by GCCS and secure e-mail are the preferred methods. Provide the unit's name and UIC, the reason for the C-5 request, the affected resource area(s), and the duration of the C-5 status. Anticipate situations, which require request for C-5 status and submit them at least 60 days prior to the C-5 effective date.

Page 9, paragraph 3-5. Add the following as subparagraph g, h and i:

g. Multiple iterations of unit status reports will be stored on the FORSCOM database, allowing GCCS users to extract complete USRs up to six months old.

h. As specified on page 2-3, FORSCOM Pamphlet 25-7, the following characters are the only symbols allowed in USMTF sets and text remarks in the Unit Status Report:

(1) All alphabetic characters (A through Z) in capital letters only.

(2) All numeric characters from 0 to 9.

(3) Blank spaces.

(4) The following special characters:

. Period or decimal point

, Comma

: Colon

(Open parenthesis

) Close parenthesis

? Question mark

- Hyphen, dash or minus sign

/ Slash or slant (can be used anywhere in free text sets as long as you do not use two in a row (//).

i. The following characters CANNOT BE USED IN USMTF:

! Exclamation point

$ Dollar sign

; Semicolon

¢ Cent sign

' Apostrophe

& And sign

" Quotation or ditto marks

* Asterisk

@ At sign

° Degree sign

Number or pound sign

+ Plus sign

% Percent sign

= Equals sign

Page 10, paragraph 4-1. Add the following after "for unit status reporting purposes.":

Additional guidance concerning strength reporting unique to USAR units is contained in this supplement, **Appendix I**.

Page 10, paragraph 4-3b. Add the following:

Report Reserve Component strength based on any appropriate document source and the SIDPERS Unit Manning Report (UMR). Make adjustments for gains and losses effective on the "as of" date of the USR. Strength comparisons of these two reports constitutes the "Baseline Accounting" procedure for USAR units described in this supplement, **Appendix I**.

Page 10, paragraph 4-4. Add the following as subparagraph e:

e. Personnel stabilized under Change #5 to AR 220-1 will be considered available if they meet the requirements of paragraph 4-5c.

Page 10, paragraph 4-5d. Add the following:

FORSCOM units will consider soldiers in all linguist MOSs qualified if the soldiers are qualified at level 2 proficiency in any language other than English. Level 2 proficiency is not required for speaking skills in MOS 98C-L or 98G.

Page 11, paragraph 4-7. Add the following as subparagraph j:

j. A reproducible worksheet for use in determining the Personnel P-level is available in this supplement, **Appendix J, Figure J-2**.

Page 11, paragraph 4-10a. Add the following:

For USR purposes, general officers will be counted in the O-6 required, authorized, assigned, and available figures. The following additional data fields are available in the PC ASORTS USR software and will be determined and entered in Section D, 2PSPER remarks. If the unit does not have the PC ASORTS USR software, this information will be provided on a separate sheet of paper to the organization, which reduces the unit's USR to an automated format.

(1) Available MOS Qualified. Enter the number of personnel identified in paragraph 4-5c as available MOS qualified in the AVMOS field.

(2) Available MOS Qualified Senior Grade. Using the number of personnel identified in paragraph 4-6a or 4-7h, determine how many of those personnel are MOS qualified under criteria specified in paragraph 4-5. Enter the number of available MOS qualified senior grade personnel in the AVMOSG field.

(3) Simultaneous Membership Program. Determine the number of personnel who are participants in the Simultaneous Membership Program (see **Appendix I** for guidance) and enter that number in the SMP field.

(4) Officer Basic Course. Determine the number of commissioned and warrant officers who have not completed their Officer Basic Course and enter that number in the OBC field.

(5) Initial Active Duty Training. Determine the number of enlisted personnel who have not completed their Initial Active Duty Training and enter that number in the IADT field.

Page 12, paragraph 4-10b. Add the following:
The unit commander will ensure that the required number of critical MOS listed in the Unit Status Report (USR) RQPER Remarks is the actual amount needed to achieve P-3 and is not the required amount depicted in the unit's current MTOE.

Page 11, paragraph 4-10f and Table 4-2. Subparagraph f and Table 4-2 were added by HQDA message, DAMO-ODR, 221744ZJUL98, Subject: Policy Implementation Pending Publication of Change 5 to AR 220-1, which implements reporting requirements for the HQDA DCSPER's Personnel Stabilization Policy.

Page 19, paragraph 5-4b. Replace "AR 310-49" with "AR 71-32".

Page 20, paragraph 5-7. Add the following as subparagraph e:
    e. Equipment in the Shelter Repair Total Assembly (SRTA)/Coordinated Logistics Support Program (CLSP) will be considered on-hand for EOH computations if it meets the criteria of paragraph 5-7. Questions by RC hospitals regarding the Reserve Hospital Decrement Report can be answered by calling the U.S. Army Medical Material Agency (USAMMA) RC Hospital Decrement Manager at DSN 343-4347.

Page 21, paragraph 5-11b, Line 3. Insert the following after "authorized substitutes:
"non-type classified items". . .

Page 21, paragraph 5-11g. Add the following as subparagraph (5):
    (5) A reproducible EOH worksheet (**Figure J-3**) and a S-4 EOH matrix (**Figure J-6**) are available in this supplement, **Appendix J**, for use in computing EOH C-levels.

Page 22, paragraph 5-13b. Add the following:
If the unit has more than ninety S-4 ERC-A LINs which cannot be listed in 2ERCFOUR, unit will list the additional S-4 ERC-A LINs in message/memorandum and transmit to FORSCOM DCSOPS Training Division Force Readiness Integration Branch by whatever secure transmissions means available. Use of the FORSCOM SORTS News Group or secure e-mail is the preferred method of transmission.

Page 22, paragraph 5-14a. Replace "AR 71-13" with "AR 71-32".

Page 22, paragraph 5-14d. Add the following:
Use Table 5-4 below as a guide to determine NBC S-level.

Page 22, Table 5-4. Add the following as Table 5-4.

TABLE 5-4 *Sample NBC Equipment Level Calculations*

NOTE: Use Table 5-1, AR 220-1 for high density LINs [21 or more] or Table 5-2, AR 220-1 for low density LINs [20 or less] to determine S-level. Substitute nomenclature for LIN where appropriate.

STEP 3 (Para 5-11, AR 220-1) As It Applies to Each Category:

CATEGORY	LIN/ NOMENCLATURE	AUTHORIZED	ON-HAND	COMPUTATION	%	S-LEVEL
MASK *CATGORY*						
Mask, Protective M40	M12418	552	498	498/552 = .9022	90%	S-1
Mask, Protective Cbt Veh M42	M18526	120	120	120/120 = 1	100%	S-1
DETECTOR CATEGORY						
Alarm, Auto Cm	A32355	61	40	40/60 = .6833	68%	S-3
CAM	C05701	36	35	35/36 = .9722	97%	S-1
Detector Kit	M256	126	120	120/126 = .9523	95%	S-1
DECONTAMINATION CATEGORY						S-1
M17 Ltwt Decon App	D82400	2	2	Table 5-2		
M13 Decon App	D81537	50	38	38/50 = .7600	76%	S-3
INDIVIDUAL PROTECTIVE EQUIPMENT (IPE) CATEGORY						
Protective Suits	U57960	1,104	912	912/1104 = .8261	83%	S-2
Footwear	N39848	552	552	552/552 = 1.000	100%	S-1
Gloves	CP Gloves	1,104	1,022	1022/1104= .9257	93%	S-1
Filters	C2 Canister	1,104	922	922/1104= .8351	84%	S-2
Hood	M6A2	552	552	552/552 =1.000	100	S-1
Decon Kits	M258A1/M291	552	428	428/552 = .7754	78%	S-3
RADIAC CATEGORY						
AN/PDR-75	R30925	5	5	Table 5-2		S-1
AN/VDR-2	R20684	17	14	Table 5-2		S-2

TABLE 5-4 *Sample NBC Equipment Level Calculations (Continued):*

STEP 4/5/7 (Para 5-11, AR 220-1) To Determine Category S-levels:

MASK CATEGORY:	Total # of LINs: 2.	# of LINs S-1: 2	% of LINs S-1:	100%	CATEGORY S-LEVEL:	S-1
DETECTOR CATE-GORY:	Total # of LINs: 3	# of LINs S-1: 2	% of LINs S-1:	67%	CATEGORY S-LEVEL:	S-3
		# of LINs S-3: 1	% of LINs S-1:	33%		
DECON CATEGORY:	Total # of LINs: 2	# of LINs S-1: 1	% of LINs S-1:	50%	CATEGORY S-LEVEL:	S-3
		# of LINs S-3: 1	% of LINs S-3:	50%		
IPE CATEGORY:	Total # of LINs: 6	# of LINs S-1: 3	% of LINs S-1:	50%	CATEGORY S-LEVEL:	S-3
		# of LINs S-2: 2	% of LINs S-2:	33%		
		# of LINs S-2: 1	% of LINs S-3:	17%		
RADIAC CATE-GORY:	Total # of LINs: 2	# of LINs S-1: 1	% of LINs S-1:	50%	CATEGORY S-LEVEL:	S-2
		# of LINs S-2: 1	% of LINs S-2:	50%		

STEP 4/5/7 (Para 5-11, AR 220-1) To Determine Overall NBC S-level:

#of CATEGORIES S-1:	1	% of CATEGORIES S-1	20%
# of CATEGORIES S-2:	1	% of CATEGORIES S-2:	20%
# of CATEGORIES S-3:	3	% of CATEGORIES S-3:	60%

OVERALL NBC S-LEVEL (STEP 7 criteria per para 5-11g, AR 220-1): S-3. (Report in the Environmental Factor Report, NBCEQP, NBC S-level).

Page 30, paragraph 6-3. Add the following as subparagraph d:

d. Unit equipment assigned to support task force operations or partial deployments will not be included when determining R-level computations. Unit will only report serviceability on equipment that is on-hand at the end of the reporting period.

Page 30, paragraph 6-4b, Line 3. Insert the following after "Substitute":
non-type classified items. . .

Page 30, paragraph 6-4b. In the third sentence, add the following after "in-lieu-of item":
or non-type classified item...

Page 30, para 6-4d. Add the following:
If the pacing item is not reportable under DA Form 1352, DA Form 2406 or DA Form 3266-1, take available hours/days for this equipment from DD Form 314 (Preventative Maintenance Schedule and Record) and determine the R-level for that pacing item using the formula in para 6-5g and the percentages in Table 6-1, AR 220-1.

Page 30, para 6-4. Add the following as subparagraph e:

e. Use the following procedures for units, which have both ground and aviation pacing items:

(1) The unit commander must decide whether the aviation or ground systems will be designated as the unit's pacing item for ES. Once decided, unit will continue to report against that system; do ***not*** switch back and forth.

(2) If the pacing system that is not the ES pacing item drives ES lower than the reported system, the commander will consider subjectively downgrading the overall C-level and make appropriate comments in the REASN remarks.

(3) If a unit commander wants to change from one pacing item group to the other, submit a request for this change in writing with justification to FORSCOM DCSOPS (Training Division Force Readiness Integration Branch [AFOP-TRR]).

Change #4, Table 7-2. Replace the following to line #1 as follows:
REPLACE: "CONUS-based, 421-soldier battalion, 30-day USR month, three deployments"

WITH: "CONUS-based, 421-soldier (assigned strength) battalion, 30-day USR month, three deployments"

Page 37, para 7-10. Add the following as paragraph 7-10:

7-10. Squad-Crew Capability Report

a. The Squad-Crew Capability Report (SCR), required under **Appendix J** of the 31 Oct 93 supplement, is now a HQDA requirement as specified in HQDA msg, 211600ZJUN98, Subject: Interim Change #3 to AR 220-1 dated 1 Sep 97. All MTOE units will report squad/crew availability data as specified in message.

b. The MTOE Required number of squads/crews for each combat system will not change due to a partial deployment. Continue to report the total number of squad/crews required by MTOE. This applies to AA-level and FF-level units.

c. If an AA-level unit is partially deployed, consider the deployed squads/crews as available (as if not deployed) when determining each of the manned/qualified categories (i.e. Fully Manned/Qualified [Field #2], Fully Manned/Unqualified [Field #3], Minimum Manned/Qualified [Field #4], Minimum Manned/Unqualified [Field #5], Partially Manned [Field #6], Number Unmanned [Field #7]) as specified in paragraph a. Provide in the narrative remarks of the SCR the number of deployed squads/crews for each combat system.

d. For composite FF-level reporting, the SCR figures for each category will equal the sum of the AA-level unit SCR figures. Provide in the narrative remarks of the SCR the sum of deployed squads/crews for each combat system as reported by the AA-level units. In the event an entire unit is deployed (i.e. a battalion), add those squads/crews to the number of deployed squads/crews for each combat system in the narrative remarks. The sum of each manned/qualified category and the number of deployed squads/ crews will equal the MTOE Required for each combat system.

e. Examples of narrative comments follow:

(1) Partially deployed AA-level unit: This battalion has two reinforced companies deployed on security missions in Southwest Asia. There are twelve infantry squads, two scout squads, four TOW crews and four 81mm mortar crews deployed.

(2) Composite FF-level unit with two fully deployed battalions: This division has the following squads/crews deployed – 48 M1 tank crews, 24 M2 BFV crews, six M3 CFV crews, twelve 120mm mortar crews, twelve scout squads, four STINGER crews, four BSFV crews and three engineer squads.

Page 37, para 7-11. Add the following as paragraph 7-11:

a. FORSCOM has identified a need to track the readiness of Military Working Dog (MWD) teams. Beginning with the 15 Feb 99 Unit Status Report (USR), the units listed below will report on the readiness of the MWD teams in the USR's Training (TRRAT) remarks.

UNIT NAME	INSTALLATION	UIC
42nd MP Detachment	Fort Bragg	WGHNAA
163rd MP Detachment	Fort Campbell	WCT3AA
148th MP Detachment	Fort Carson	WC9DAA
177th MP Detachment	Fort Drum	WFNWAA
178th MP Detachment	Fort Hood	WFNXAA
51st MP Detachment	Fort Lewis	WHNQAA
91st MP Detachment	Fort Polk	WHVOAA
523rd MP Detachment	Fort Rile	WBZ4AA
179th MP Detachment	Fort Stewart	WFNYAA

b. The following information will be included in the following format:

(1) The number of MWD teams on hand by skill (patrol/explosive, patrol/narcotic, patrol).

(2) The number of MWD teams certified by skill (patrol/explosive, patrol/narcotic, patrol) IAW AR 190-12, DA PAM 190-12, and FORSCOM Supplement to AR 190-12.

(3) The projected number of non-certified MWD teams in the next 90 days.

(4) The projected number of MWD certifications in the next 30 days.

(5) The number of MWD teams and reason for not receiving the regulatory number of required training hours by skill (patrol/explosive, patrol/narcotic, patrol).

(6) Number of certified MWD teams not available and reason for non-available status.

c. The following is an example of how the 88th MP Detachment (Law and Order) would report its nine MWD teams:

(1) The number of MWD teams on hand by skill: PATROL EXPLOSIVE - 3. PATROL - 3. PATROL NARCOTIC - 3.

(2) The number of MWD teams certified by skill (patrol/explosive, patrol/narcotic, patrol) IAW AR 190-12, DA PAM 190-12, and FORSCOM Supplement to AR 190-12: PATROL EXPLOSIVE - 2. PATROL - 3. PATROL NARCOTIC - 2.

(3) The projected number of non-certified MWD teams in the next 90 days: PATROL EXPLOSIVE - 1. PATROL - 1. PATROL NARCOTIC - 0.

(4) The projected number of MWD certifications in the next 30 days: PATROL EXPLOSIVE - 0. PATROL - 0. PATROL NARCOTIC - 1.

(5) The number of MWD teams and reason for not receiving the regulatory number of required training hours by skill (patrol/explosive, patrol/narcotic, patrol): PATROL EXPLOSIVE – 1. THE HANDLER FOR THIS TEAM HAS BEEN ON CONVALESCENCE LEAVE FOR THE PAST SIX WEEKS RECOVERING FROM INJURIES RECEIVED FROM THE EXPLODING MINE DURING THEIR DEPLOYMENT IN KUWAIT. HE IS PROJECTED TO BE OUT OF ACTION FOR AT LEAST ANOTHER MONTH BEFORE RETURNING. THE DOG HAS RECOVERED, BUT WE HAVE NO EXTRA HANDLERS TO CROSS-TRAIN WITH THIS DOG. PATROL NARCOTIC – 1. THIS MWD TEAM HAS BEEN ON DETACHED DUTY WITH CUSTOMS IN MIAMI, FLORIDA FOR THE PAST 90 DAYS AND HAVE BEEN UNABLE TO TRAIN IAW REGULATIONS. WE EXPECT THEM TO RETURN SOMETIME NEXT MONTH AND RESUME TRAINING AS REQUIRED BY AR 190-12.

(6) Number of certified MWD teams not available and reason for non-available status: PATROL EXPLOSIVE – 2. SEE EXPLANATION

ABOVE FOR ONE TEAM. THE SECOND TEAM DEPLOYED TO KUWAIT UNTIL EARLY MAY. PATROL NARCOTIC – 1. SEE EXPLANATION ABOVE.

Page 42, para 9-2c(1). Add the following:
Unit's ALO is the tenth character of the unit's Standard Requirements Code (SRC).

Page 42, paragraph 9-5a. Add the following as subparagraph (4):
(4) The USAR finance units (BR = FI) will determine if the commander and operations officer is SC 44 branch qualified and whether they are deployable. Unit will indicate as follows: Commander SC 44 branch qualified? YES or NO. Commander deployable? YES or NO. Operations Officer SC 44 branch qualified? YES or NO. Operations Officer deployable? YES or NO.

Page 48, paragraph 10-1. Add the following as subparagraph f:
f. When a major combat unit determines that its overall C-level will degrade from what was reported the previous reporting period, the unit's S-3/G-3, Chief of Staff, deputy commander or unit commander will personally notify the FORSCOM DCSOPS (DSN 367-6553/5362/5352/5342) or the FORSCOM Chief of Staff (DSN 367-5083/5053/6448) by secure phone to report this fact and discuss the matter in detail.

Page 48, paragraph 10-5. Add the following as subparagraph c:
c. Major combat units (divisions, separate brigades, and divisional brigades operating separately, armored cavalry regiments) may use the worksheet (**Figure J-1**) at **Appendix J** to determine their composite ratings.

Page 51, paragraph 10-9. Add the following as subparagraphs f and g:
f. All major combat units (those units with UICs ending in FF) will provide a 90-day projected C-level (overall readiness) rating for the major combat unit, based on the commander's assessment of their subordinate organic units' projected C-levels and report these projection figures in the composite unit status report as a READY GENTEXT remark.

Example:
READY RMK// 90-DAY PROJECTED C-LEVEL: C-1.

g. For composite reports only, the division/separate brigade/divisional brigade operating separately/armored cavalry regiment will enter the consolidated squad and crew information from its subordinate AA-level unit status reports, as specified in HQDA msg, 211600ZJUN98, Subject: Interim Change #3 to AR 220-1 dated 1 Sep 97.

Page 56, Appendix A. Delete citations for AR 71-13, AR 71-31, AR 310-49, AR 570-2.
Add the following to **Section I**, Required Publications:
AR 71-32 Force Development and Documentation - Consolidated Policies

Page 57, paragraph B-1. Replace "AR 71-31" with "AR 71-32".

Page 59, paragraph C-1. Add subparagraph f as follows:
e. Send recommended pacing item changes, with justification, through channels to HQDA DCSOPS, ATTN: DAMO-ODR, Army 400, Pentagon, Washington, DC 20310-0400, with a copy furnished to HQ FORSCOM DCSOPS Training Division Force Readiness Integration Branch, ATTN: AFOP-TRR, 1777 Hardee Avenue SW., Fort McPherson, GA 30330-1062.

Page 61, Table C-1. Under Military Intelligence, replace "AN/ARW-84(V)4, AN/ARW-84(V)5, AN/ARW-84(V)6" with the following:
AN/ARW-83(V)4, AN/ARW-83(V)5, AN/ARW-83(V)6.

Page 65, paragraph F-2. Add subparagraph d as follows:
d. If a LIN specifically exempted by **Appendix F** or by HQDA message is a pacing item, unit will request immediate guidance from HQ FORSCOM as to how to report that LIN, since pacing items are normally not exempted from reporting under any circumstance.

Page 65, paragraph F-5. Add the following as paragraph F-5:

F-5. Requesting LIN Exemption
Units may request LIN exemption from HQ FORSCOM. Such requests are UNCLASSIFIED and should be sent by the most expeditious possible, i.e., e-mail, fax or GCCS NewsGroup. Unit will provide its full unit name, UIC, the LIN and nomenclature of each LIN to be considered for exemption,   the   MTOE

under which the LIN is listed, and a complete justification as to why the LIN should be exempted. Though each request will be considered on a case-by-case basis, the following listing is provided as a guide for acceptable/unacceptable reasons for LIN exemption:

REASON	**ACCEPTABLE/ UNACCEPTABLE**
Lack of fill for LIN Causes unit's EOH S-level to be degraded.	UNACCEPTABLE
LIN has, in the unit Cdr.'s opinion, an unacceptable OR rate.	UNACCEPTABLE
LIN has, in the unit Cdr.'s opinion, an unacceptable supply fill date.	UNACCEPTABLE
LIN has been declared **obsolete** by higher head-quarters.	ACCEPTABLE
Higher headquarters has determined that the LIN is **not** procurable.	ACCEPTABLE
LIN was supposed to be deleted from current MTOE, but, for some reason, was not deleted.	ACCEPTABLE
LIN is no longer on the base TOE but, for some reason, has been retained on unit's MTOE.	ACCEPTABLE
Obvious error in MTOE (e.g., coding an antenna group as the pacing item for a tank battalion)	ACCEPTABLE

Page 67, Glossary. Add the following in alphabetical order:

CLSP
Coordinated Logistics Support Program

SRTA
Shelter Repair Total Assembly

APPENDIX H (Added)
Force Structure Changes

H-1. HQDA requires units to have a unit status C-Level of C-3 or better upon conversion, reorganization, or activation. This guideline ensures that force structure changes do not develop a "Hollow Army" or adversely impact on warfighting capability.

H-2. Installations/USARC, in coordination with HQ FORSCOM, must conduct early screening of personnel and equipment to identify potential status problems. Units will not execute directed force structure action at C-4 level unless explicit approval from HQ FORSCOM has been granted.

H-3. Installations/units undergoing a force structure action will evaluate projected unit status between 120 and 90 days prior to EDATE. To align structure changes and resourceability, follow these guidelines:
    a. PERSONNEL: IAW AR 614-200, submit personnel requisitions current month plus twelve prior to EDATE for CONUS installations, current month plus ten for OCONUS installations, and current month plus twelve for OCONUS organizations that require Top Secret with access to Sensitive Compartmental Information.
    b. EQUIPMENT: IAW AR 710-2, submit equipment requisitions 365 days prior to EDATE. To accurately assess the projected Equip-ment-On-Hand (EOH) status, the following actions must be completed:
    (1) Determine status of equipment requisitions to project whether equipment will be available at EDATE.
    (2) Identify on-hand-authorized substitutes IAW SB 700-20, which may be counted against PWE (ERC-P and ERC-A) requirements.
    (3) Identify on-hand equipment, which can meet the criteria as "in-lieu-of" IAW AR 220-1 and can be counted against PWE (ERC-P and ERC-A) requirements.
    (4) Project fill of PWE (ERC-P and ERC-A) requirements prior to ERC-B and ERC-C, given all available on-hand equipment.
    (5) Identify equipment, which is projected to be excess to owning units and can be redistributed by EDATE.

(6) Compute projected status of all reportable LINs. If the number of S-4 LINs is greater than 20% of the total reportable LINs, or if any pacing item LIN is S-4, the status projection is S-4 in EOH.

H-4.   Upon completion of analysis, one of the following actions will be taken:

a.   Installations with units projecting C-3 or better will notify HQ FORSCOM, AFOP-TRR, that "unit(s) is projected to be C-3 or better on EDATE", and no further action is required unless change occurs.

b.   Installations with units projecting C-4 in one or more resource areas will notify HQ FORSCOM (AFOP-TRR) by message that "unit is projected to be C-4 in (state resource area)." Information provided FORSCOM will include nature of problem, ongoing corrective actions, impact of delaying EDATE, and specific FORSCOM assistance required.   Installations will request/recommend one of the following options:

(1) Request slippage of EDATE until C-3 can be attained.   Request must include recommended new EDATE.

(2) Request authority to complete action at C-4. Requires compelling justification including mission impact statement.   Units authorized to complete action at C-4 level may be directed to report C-5 IAW AR 220-1, paragraph 3-3.

H-5.   Installations will attempt to make use of all excess assets available at their level to meet HQDA guidelines.   Success of this program depends on identifying units with problems early to allow time for corrective action.

Appendix I (Added)
Special Instructions for U.S. Army Reserve Units
The following special instructions are applicable to U.S. Army Reserve (USAR) units reporting under the provisions of AR 220-1.   These instructions provide guidance on reporting personnel whose status is unique to the USAR, and detail procedures used to ensure accurate USAR strength accounting.

a.   Baseline Accounting Procedures. To accurately determine strength figures, all reporting units will use the most current SIDPERS Unit Manning Report (UMR) as the source document for the Unit Status Report (USR). Gain and loss entries to the "as of" date of the USR will be supported by the appropriate source document with a corresponding SIDPERS-USAR transaction entry. In addition, the SIDPERS UMR must contain the correct Duty Qualification Code for every assigned soldier.

Guidance for position assignment on the SIDPERS UMR is found in the SIDPERS-USAR Unit Level Procedure Manual. Duty Qualification Codes are found in Table 1-1, AR 140-185 (Training and Retirement Point Credits and Unit Level Strength Accounting).

b.   Simultaneous Membership Program (SMP) personnel. The SMP members will be reported as follows:

(1) Personnel enrolled in a Senior ROTC Advanced (MS III or IV) Program holding membership, as SMPs (MOS 09R2O) will be included in the assigned strength of the unit. They will not be reported as available strength, MOS-trained, nor as senior grade personnel.

(2) Personnel enrolled in Senior ROTC Basic (MS I or II) Programs in MOS 09R1O will be included in assigned strength and in personnel computations. They will be counted in available strength, MOS-trained, or senior grade computation if they meet the requirements of this supplement and AR 220-1, **Appendix D** and paragraphs 4-5c and 4-6, respectively.

(3) The number of SMP personnel will be entered in the SMP field in Section D, 2PSPER remarks in the PC ASORTS USR software.

c.   Officer Candidates. Soldiers selected for or attending active component or state-operated ARNG Officer Candidate Schools (OCS) will be included in assigned strength. They will not be reported in available strength, MOS-trained or senior grade computations.

d.   Warrant Officer Candidates.   Soldiers selected for or attending warrant officer commissioning programs will be included in assigned strength. They will not be reported in available strength, MOS-trained or senior grade computations.

e.   Active Guard/Reserve (AGR) Soldiers. The AGR soldiers will be included in the personnel computations if they are assigned or attached to the unit, aligned to a required position, and are scheduled to remain with the unit upon its mobilization.

f.   Active Component Soldiers. Active Component soldiers assigned or attached to a USAR unit will be included in the personnel computations if they are scheduled to remain with the unit upon mobilization.

g.   The USAR Drill Sergeants and Instructors. USAR drill sergeants and instructors will be reported in the Additional Skill Identifier/SQI Shortage Report (2ADDSKIL) under the provisions of paragraph 4-10c. For each SQI (X or H), show the required strength, authorized strength, and assigned

strength, for example, "SX 0100 0100 0080, SH 0090 0090 0085." The SQI designator will be right justified and preceded by an S. Assigned drill sergeants or instructors are those soldiers who have the SQI and are actually assigned to a position requiring the SQI. Personnel who have been awarded the SQI, but are not assigned to a position requiring that SQI, will not be included in the assigned drill sergeant or instructor strength.

APPENDIX J (Added)
Unit Status Report (USR) Worksheets
The reproducible worksheets at **Figures J-1** through J-7 are provided for use by all users to better enable USR personnel to compute composite levels/percentages/resource area levels.

Consult pages 48 - 51 of AR 220-1 for guidance.

PERSONNEL

No. P-1 units (___) x 1 = A = _____

No. P-2 units (___) x 2 = B = _____

      Personnel
No. P-3 units (___) x 3 = C = _____

No. P-4 units (___) x 4 = D = _____

No. P-5 units (___) x 4 = E = _____

$\dfrac{\text{Total A + B + C + D + E}}{\text{Total \# of Units}}$ = _____ (Average Level)

PER P-Level = _____   **Pick**
                                  The
50% Rule = _____   **Lowest**

Lowest P-level = _____ = P-level

Total # of units = _____

Total (A + B + C + D + E) = _____

Use Table 10-1, AR 220-1, to determine
Level based on Average Level. **P-Level = _____**

EQUIPMENT-ON-HAND

No. S-1 units (___) x 1 = A = _____

No. S-2 units (___) x 2 = B = _____

   Equipment-On-Hand
No. S-3 units (___) x 3 = C = _____

No. S-4 units (___) x 4 = D = _____

No. S-5 units (___) x 4 = E = _____

$\dfrac{\text{Total A + B + C + D + E}}{\text{Total \# of Units}}$ = _____ (Average Level)

EOH S-Level = _____   **Pick**
                                  The
50% Rule = _____   **Lowest**

Lowest S-level = _____ = S-Level

Total # of units = _____

Total (A + B + C + D + E) = _____

Use Table 10-1, AR 220-1, to determine
Level based on Average Level. **S-Level = _____**

EQUIPMENT SERVICEABILITY

No. R-1 units (___) x 1 = A = _____

No. R-2 units (___) x 2 = B = _____

   Equipment Serviceability
No. R-3 units (___) x 3 = C = _____

No. R-4 units (___) x 4 = D = _____

No. R-5 units (___) x 4 = E = _____

$\dfrac{\text{Total A + B + C + D + E}}{\text{Total \# of Units}}$ = _____ (Average Level)

ES R-Level = _____   **Pick**
                                  The
50% Rule = _____   **Lowest**

Lowest R-Level = _____ = R-Level

Total # of units = _____

Total (A + B + C + D + E) = _____

Use Table 10-1, AR 220-1, to deter
R-Level based on Avg Level. **R-Level = _____**

(Sample)
Figure J-1. Composite Rating Worksheet

1. Identify your unit's required strength (para 4-2): _____

2. Identify assigned strength (para 4-3b, 4-3c or 4-3d): _____

3. Compute assigned strength percentage:

$$\text{Assigned Strength Percentage} \quad = \quad \frac{\text{Assigned Strength}}{\text{Required Strength}} \quad \times \quad 100 \quad = \quad \underline{\quad}\%$$

4. Enter the assigned strength percentage in PERSDATA SET, field 2 (ASPER), Section B, DA Form 2715-R.

5. Identify available strength (para 4-4b): _____

6. Compute available strength percentage:

$$\text{Available Strength Percentage} = \frac{\text{Available Strength}}{\text{Required Strength}} \quad \times \quad 100 \quad = \quad \underline{\quad}\%$$

7. Enter the available strength percentage in PERSDATA SET, field 3 (AVPER), Section B, DA Form 2715-R.

8. Use Table 4-1 to determine an available strength P-level = _____

9. Identify available MOS-qualified strength (para 4-5): _____
Enter this number in the AVMOS field of the 2PSPER remarks in the PC ASORTS USR software. If unit is not directly using this software, provide a copy of this worksheet to the organization, which converts the unit's USR to automated form.

10. Compute available MOS-qualified percentage:

$$\text{Available MOS-Qualified Percentage} = \frac{\text{Available MOS-qualified Strength}}{\text{Required Strength}} \quad \times \quad 100 \quad = \quad \underline{\quad}\%$$

11. Enter the available MOS-qualified strength percentage in PERSDATA SET, field 4 (MSPER), Section B, DA Form 2715-R.

12. Use Table 4-1 to determine a MOS-Qualified P-level = _____

13. Identify available senior grade strength (para 4-6): _____

14. Identify required senior grade strength: _____

15. Compute available senior grade percentage:

$$\text{Available Senior Grade Percentage} \quad = \quad \frac{\text{Available Senior Grade}}{\text{Required Senior Grade}} \quad \times \quad 100 \quad = \quad \underline{\quad}\%$$

(Sample)
Figure J-2. Personnel Resource Area Worksheet

16.   Enter the available senior grade strength percentage in PERSDATA SET, field 5 (SGPER), Section B, DA Form 2715-R.

17.   Use Table 4-1 to determine a senior grade P-level = _____

18.   Identify available MOS-qualified senior grade strength: _____
Enter this number in the AVMOSG field of the 2PSPER remarks in the PC ASORTS USR software. If unit is not directly using this software, provide a copy of this worksheet to the organization, which converts the unit's USR to automated form.

19.   Determine your unit's overall personnel P-level -- it is the lowest P-level determined in step 8, 12, and 17 above (P-4 being lower than P-1):_____(This is your overall personnel P-level, unless HQDA and/or MACOM directs or approves use of a P-level of P-5 as outlined in paragraph 3-3, AR 220-1.)

20.   Enter the overall personnel P-level in PERSONNEL SET, field 1 (PRRAT), Section A, DA Form 2715-R.

21.   If the overall personnel P-level is other than 1, determine the primary reason code from Table E-2, **Appendix E**, AR 220-1. Enter this reason code in PERSONNEL SET, field 2 (PRRES), Section A, DA Form 2715-R. If P-level is 1, leave blank and proceed to next step.

22.   Identify the number of personnel reassigned or discharged from the reporting unit during the preceding 3 months (para 4-8): _____

23.   Compute personnel turnover percentage:

$$\text{Personnel Turnover Percentage} \quad = \quad \frac{\text{Number of Personnel Departed}}{\text{Assigned Strength}} \quad \text{x} \quad 100 \quad = \quad _____\%$$

24.   Enter the personnel turnover percentage in PERSDATA SET, field 6 (APERT), Section B, DA Form 2715-R.

25.   Determine the number of personnel who are participants in the Simultaneous Membership Program (see **Appendix I** for guidance):_____.   Enter this number in the SMP field of the 2PSPER remarks in the PC ASORTS USR software. If unit is not directly using this software, provide a copy of this worksheet to the organization, which converts the unit's USR to automated form.

26.   Determine the number of commissioned and warrant officers who have not completed their Officer Basic Course (see **Appendix I** for guidance):_____.   Enter this number in the OBC field of the 2PSPER remarks in the PC ASORTS USR software. If unit is not directly using this software, provide a copy of this worksheet to the organization, which converts the unit's USR to automated form.

27.   Determine the number of enlisted personnel who have not completed their Initial Active Duty Training (see **Appendix I** for guidance):_____.   Enter this number in the IADT field of the 2PSPER remarks in the PC ASORTS USR software. If unit is not directly using this software, provide a copy of this worksheet to the organization, which converts the unit's USR to automated form.

(Sample)
Figure J-2. Personnel resource area worksheet (Continue)

1. Determine total number of reportable Line Item Numbers (LIN), regardless of ERC (subtract exempt LINs): _____

2. Determine S-level for each LIN.

   a. If items required for a LIN is 20 or less, use Table 5-2 in AR 220-1 (be sure to include substitutes, in-lieu-of and non-type classified items in computation) to determine the S-level.

   b. If items required for a LIN is 21 or more, calculate a percent fill for that LIN using the formula below and use Table 5-1 to determine the S-level:

   EQUIPMENT-ON-HAND
   ------------------------------------   x   100 = _____%   for each LIN.
   EQUIPMENT REQUIRED

3. ERC-A and ERC-P S-Level Calculations:

   a. Determine the total number of ERC-A/P LINs: _____.

   b. Enter the cumulative results of step 2 above for all ERC-A/P LINs:

Number of LINs   S-1 _____ (90% or greater)   S-3 _____ (65% - 79%)
                                                             (60% - 79% for aircraft)
                        S-2 _____ (80% - 89%)   S-4 _____ (Below 65%)
                                                             (Below 60% for aircraft)

4. Using the data from steps 3a and 3b above, fill in Section B, DA Form 2715-R, EQOHDATA Set (block 17a) as follows:

   a. For EHRDN (field 2), enter total number of ERC-A/P LINs (step 3a). _____   If none, leave blank.

   b. For EHRD1 (field 3), enter number of LINs rated S-1 (step 3b). _____   If none, leave blank.

   c. For EHRD2 (field 4), enter number of LINs rated S-2 (step 3b). _____   If none, leave blank.

   d. For EHRD3 (field 5), enter number of LINs rated S-3 (step 3b). _____   If none, leave blank.

   e. For EHRD4 (field 6), enter number of LINs rated S-4 (step 3b). _____   If none, leave blank.

5. Determine the S-level for each Pacing Item LIN (ERC-P). Enter the lowest Pacing Item S-level here (S- _____) and at Section B of   DA Form 2715-R, EQOHDATA Set, field 7 [PIRAT]. If unit has no pacing items, skip to step 6 and leave the PIRAT field BLANK.

(Sample)
Figure J-3. Equipment-On-Hand resource Area Worksheet

6. Convert the number of LINs at each S-level to a percentage using data from steps 3a and 3b above in the formula below:

Number of S-1 LINs / Total Number of ERC-A/P LINs X 100 = _____% of S-1 LINs

Number of S-2 LINs / Total Number of ERC-A/P LINs X 100 = _____% of S-2 LINs

Number of S-3 LINs / Total Number of ERC-A/P LINs X 100 = _____% of S-3 LINs

Number of S-4 LINs / Total Number of ERC-A/P LINs X 100 = _____% of S-4 LINs

7. Determine the intermediate S-level:

   a. If in step 6 the percentage of S-1 LINs is 90% or better, then the intermediate S-level is S-1.

   b. If in step 6 the percentage of S-1 LINs is less than 90%, but the total of the percentages of S-1 LINs and S-2 LINs is 85% or better, then the intermediate S-level is S-2.

   c. If in step 6 the total of the percentages of S-1 LINs and S-2 LINs is less than 85%, but the total of the percentages of S-1 LINs, S-2 LINs and S-3 LINs is 80% or better, then the intermediate S-level is S-3.

   d. If in step 6 the percentage of S-4 LINs is greater than 20%, then the intermediate S-level is S-4.

8. Compare the intermediate S-level (Step 7) with the Lowest Pacing Item S-level (Step 5). The lowest of the two S-levels is the EOH S-level (S-_____). Enter this S-level in EQSUPPLY Set, field 1 [ESRAT], Section A, DA Form 2715-R. If the unit has no ERC-A or ERC-P LINs, enter 1. (This is your overall EOH S-level, unless HQDA and/or MACOM directs or approves use of a S-level of S-5 as outlined in paragraph 3-3, AR 220-1.)

9. If the overall equipment on-hand S-level is other than 1, determine the primary reason code from Table E-3, **Appendix E**, AR 220-1. Enter this reason code in EQSUPPLY SET, field 2 (ESRES), Section A, DA Form 2715-R. If S-level is 1, leave blank and proceed to next step.

10. ERC-B/C S-LEVEL CALCULATIONS:

   a. Determine the total number of ERC-B/C LINs: _____.

   b. Enter the cumulative results of step 2 above for all ERC-B/C LINs:

Number of LINs   S-1 _____ (90% or greater)   S-3 _____(65% - 79%)
                                                                                                            (60% - 79% for aircraft)
                       S-2 _____ (80% - 89%)   S-4 _____ (Below 65%)
                                                                                                                               (Below 60% for aircraft)

(Sample)
Figure J-3. Equipment-On-Hand Resource Area Worksheet (Continue)

11. Using the data from steps 9a and 9b above, fill in Section B, DA Form 2715-R, ERC B & C EQUIPMENT (block 17b) as follows:

  a. For EHRDNBC (field 1), enter total number of ERC-B/C LINs (step 9a). If none, leave blank and stop here.

  b. For EHRDBC1 (field 2), enter number of LINs rated S-1 (step 9b). If none, leave blank.

  c. For EHRDBC2 (field 3), enter number of LINs rated S-2 (step 9b). If none, leave blank.

  d. For EHRDBC3 (field 4), enter number of LINs rated S-3 (step 9b). If none, leave blank.

  e. For EHRDBC4 (field 5), enter number of LINs rated S-4 (step 9b). If none, leave blank.

(Sample)
Figure J-3. Equipment-On-Hand Resource Area Worksheet (Continue)

1. Identify your unit's required maintenance reportable MTOE or TDA equipment, maintenance reportable pacing items, and actual FMC data for the reporting period. Include equipment designated unit status exempt and in-lieu-of authorized substitute equipment and non-type classified items. Units with no maintenance reportable (IAW AR 700-138) equipment will report R-1.

2. Determine an FMC percentage for all reportable equipment (to include pacing items [except aircraft, missile systems and any systems which tracks equipment availability in hours]).

$$\text{FMC Percentage} = \frac{\text{Total Available Days}}{\text{Total Possible Days}} \times 100 = \underline{\hspace{1cm}}\%$$

3. Enter the FMC percentage in the EQMCRDAT SET in Field 2 [PERRY], Section B, DA Form 2715-R.

4. Use results from Step 2 and Table 6-1 to determine an ES R-level = _____ = A.

5. Determine a PI-EMC percentage for each pacing item (to include aircraft and missile systems designated as pacing items).

$$\text{PI-EMC Percentage} = \frac{\text{PI Available Day/Hours}}{\text{PI Possible Days/Hours}} \times 100 = \underline{\hspace{1cm}}\%$$

6. Use results from Step 4 and Table 6-1 to determine a PI-EMC R-level for each pacing item (note separate criteria for aircraft).

Lowest pacing item status = _____ = B.

Corresponding PI-EMC percentage = _____ %

7. Enter the PI-EMC percentage in the EQMCRDAT SET in Field 3 [PIEMC], Section B, DA Form 2715-R.

8. Compare A (step 4) and B (step 6) above. The lower of the two R-levels (R-4 being lower than R-1) = C = _____. If a unit has no reportable equipment, C = 1. (C becomes your equipment serviceability R-level unless HQDA and/or FORSCOM directs or approves use of a R-level of R-5 as outlined in paragraph 3-3.)

9. Enter the R-level in the EQCONDN SET, Field 1 [ERRAT], Section A, DA Form 2715-R.

10. If the overall equipment serviceability R-level is other than 1, determine the primary reason code from Table E-4, **Appendix E**, AR 220-1. Enter this reason code in EQCONDN SET, field 2 (ERRES), Section A, DA Form 2715-R. If R-level is 1, leave blank.

(Sample)
Figure J-4. Equipment Serviceability Resource Area Worksheet

1. Using procedures in paragraph 7-4a of AR 220-1, assess the unit's proficiency in Mission Essential Task List (METL) and availability of critical resources. From this assessment, estimate the number of days needed for the unit to achieve full proficiency in mission essential tasks. Enter the number of days in TWRC1 (field 2a, TRAINDAT SET, Section B, DA Form 2715-R).

2. Using table 7-1 of AR 220-1, determine the unit's training level (T-level): _____. Enter the T-level in TRRAT (field 1, TRAINING SET, Section A, DA Form 2715-R).

4. If T-level is not 1, select a training code from Table E-5, **Appendix E**, AR 220-1 which best reflects the main reason why the unit is not T-1. Enter this code in TRRES (field 2, TRAINING SET, Section A, DA Form 2715-R). If T-level is 1, leave blank. Proceed to next step.

5. If the training level decreased from the previously submitted report, explain why in the TRRAT GENTEXT remarks. Be specific, concise and to the point.

6. Using procedures in paragraph 7-6, enter the resource constraints in fields 3 through 12 in the TRAINDAT Set, Section B, DA Form 2715-R. Any entry other than an "A" (or "1" for ITAVTRNG, field 8) must be explained in detail in the TRRAT GENTEXT remarks.

7. Using procedures in paragraph 7-7b, assess the unit's METL proficiency under NBC conditions. Then determine how many additional day, if any, will be required to achieve full proficiency in mission essential tasks under NBC conditions. Add these additional days, if any, to the figure in TRWC1; then enter the total in TNGDYREQ in Section D - Environmental Factors Report, LABEL: RICDA.

8. Using table 7-1 of AR 220-1, determine the unit's NBC training level (T-level).   Enter this NBC T-level in Section D - Environmental Factors Report, LABEL: RICDA.

9. If TNGDYREQ does not equal TRWC1, provide remarks explaining the reasons why additional training time is needed in the remarks section of the Environmental Factors Report.

10. If required by HQDA and using procedures provided by HQDA, assess the unit's METL proficiency in a severe warm weather environment. Then determine how many additional days, if any, will be required to achieve full proficiency in mission essential tasks in a severe warm weather environment. Add these additional days, if any, to the figure in TRWC1; then enter the total in the TNGDYREQ block after WARM WX TNG block in Section D - Environmental Factors Report, LABEL: RICDA.

11. Using table 7-1 of AR 220-1, determine the unit's warm weather training level (T-level).   Enter this T-level in WARM WX TNG in Section D - Environmental Factors Report, LABEL: RICDA.

12. If the warm weather TNGDYREQ does not equal TRWC1, provide remarks explaining the reasons why additional training time is needed in the remarks section of the Environmental Factors Report, LABEL: RICDA

(Sample)
Figure J-5. Training Area Worksheet

13. If required by HQDA and using procedures provided by HQDA, assess the unit's METL proficiency in a severe cold weather environment. Then determine how many additional days, if any, will be required to achieve full proficiency in mission essential tasks in a severe cold weather environment. Add these additional days, if any, to the figure in TRWC1; then enter the total in the TNGDYREQ block after COLD WX TNG block in Section D - Environmental Factors Report, LABEL: RICDA.

14. Using table 7-1 of AR 220-1, determine the unit's cold weather training level (T-level).   Enter this T-level in COLD WX TNG in Section D - Environmental Factors Report, LABEL: RICDA.

15. If the cold weather TNGDYREQ does not equal TRWC1, provide remarks explaining the reasons why additional training time is needed in the remarks section of the Environmental Factors Report, LABEL: RICDA.

(Sample)
Figure J-5. Training Area Worksheet (Continue)

TOTAL LINES	1 - 4	5 - 9	10 - 14	15 - 19	20 - 24	25 - 29
MAX S-4 LINS	0	1	2	3	4	5
TOTAL LINES	30 - 34	35 - 39	40 - 44	45 - 49	50 - 54	55 - 59
MAX S-4 LINS	6	7	8	9	10	11
TOTAL LINES	60 - 64	65 - 69	70 - 74	75 - 79	80 - 84	85 - 89
MAX S-4 LINS	12	13	14	15	16	17
TOTAL LINES	90 - 94	95 - 99	100 - 104	105 - 109	110 - 114	115 - 119
MAX S-4 LINS	18	19	20	21	22	23
TOTAL LINES	120 - 124	125 - 129	130 - 134	135 - 139	140 - 144	145 - 149
MAX S-4 LINS	24	25	26	27	28	29
TOTAL LINES	150 - 154	155 - 159	160 - 164	165 - 169	170 - 174	175 - 179
MAX S-4 LINS	30	31	32	33	34	35
TOTAL LINES	180 - 184	185 - 189	190 - 194	195 - 199	200 - 204	205 - 209
MAX S-4 LINS	36	37	38	39	40	41
TOTAL LINES	210 - 214	215 - 219	220 - 224	225 - 229	230 - 234	235 - 239
MAX S-4 LINS	42	43	44	45	46	47
TOTAL LINES	240 - 244	245 - 249	250 - 254	255 - 259	260 - 264	265 - 269
MAX S-4 LINS	48	49	50	51	52	53

(Sample)
Figure J-6. Maximum S-4 LINs Allowed To Attain S-3 Or Better In EOH

REQUIREMENTS CHECKLIST

1. **For ALL units:**

_____a. Has an EOH computation for NBC equipment been completed and added to the USR (Para 5-14, AR 220-1)?

_____b. Has ES been computed for *only* equipment, which *is on-hand* vice required equipment (para 6-2, AR 220-1)?

_____c. Has Special Duty (SD)/Borrowed Military Manpower (BMM) figures been added (para 7-6d, AR 220-1)?

_____d. If a training constraint is other than **"A"**, is it fully explained in the TRRAT remarks (para 7-6c, AR 220-1)?

_____e. Has a NBC training level been calculated; if different from T-level, has a detailed explanation been provided (para 7-7b, AR 220-1)?

_____f. Has the DEPTEMPO calculations been completed and included under the ITATM label (para 7-9e, AR 220-1)?

_____g. Does the DEPTEMPO calculations include a projected annual DEPTEMPO for the next 365 days? (Chg #4, AR 220-1)?

_____h. Does the Mission Accomplishment Estimate match the overall C-level (para 9-1a(3), AR 220-1)?

_____i. For C-5 units, have the codes in Table 9-1, AR 220-1 been used to describe the C-5 status?

_____j. Has the Forecast Set (CADAT and CARAT) been checked for validity (para 9-2b, AR 220-1)?

_____k. Has the unit completed the Squad-Crew Capability Report (required only if unit has specified system [Chg #3, AR 220-1])?

_____l. Has the unit included the number of personnel stabilized under the Army's stabilization policy (Chg #5, AR 220-1)?

_____m. Is the unit reporting stabilized personnel as deployable/available for contingency operations in the Unit Status Report (para 4-4e, FC Supplement 1 to AR 220-1)?

_____n. If your unit is a maneuver brigade HHC/HHD, has the brigade commander provided comments on the brigade as a whole (Para 2-7f, FC Supplement 1 to AR 220-1)?

Sample
Figure J-7. Final Checklist

2. **For Reserve Component units:**

_____a. Have RC-specific personnel fields (AVMOSQ, AVMOSSrGr, SMP, OBC, IADT) been included in the 2PSPER remarks (para 4-10a, FC Supplement 1 to AR 220-1)?

_____b. For Reserve Component, has a pre-mobilization T-level been determined and entered in the PREMOB-LVL remarks field (para 7-8c, AR 220-1)?

_____c. For Reserve Component, has a pre-mobilization overall C-level been determined and entered in the READY GENTEXT remarks under the label PREMOB-OVALL (para 9-1b, AR 220-1)?

_____d. For USAR Finance units, have qualifications for the Cdr and Ops Officer been reported (para 9-5a(4), FC Supplement 1 to AR 220-1)?

3. **For Major Combat Units Only (FF-level UIC):**

_____a. Has the consolidated Squad/Crew Capability Report (SCR) data been included (Change #3 to AR 220-1)?

_____b. Has a 90-day projected C-level been provided in the READY remarks (Change #7 to AR 220-1)?

_____c. Has Commander's Comments been added under the NARRA label (para 2-7e, FC Supplement 1 to AR 220-1)?

_____d. For RC major units, has a pre-mobilization and post-mobilization T-level been determined (paras 7-8 and 10-3, AR 220-1)?

_____e. If unit has subordinate units deployed, has separate personnel and EOH levels been calculated (para 10-4, AR 220-1)?

_____f. Has a NBC training level been calculated and explanation provided if different from overall T-level (paras 7-7b and 10-9d, AR 220-1)?

_____g. If the unit's overall C-level will be degraded from last report, has FORSCOM been notified by secure phone (para 10-1f, FC Supplement 1 to AR 220-1)?

_____h. Has the consolidated stabilized personnel figures for subordinate organic units been provided (Chg #5, AR 220-1)?

_____i. Is the unit reporting stabilized personnel as deployable/available for contingency operations in the Unit Status Report (para 4-4e, FC Supplement 1 to AR 220-1)?

_____j. Has the brigade commander of each maneuver brigade provided comments on the brigade as a whole in the HHC/HHD NARRA remarks (Para 2-7f, FC Supplement 1 to AR 220-1)?

Sample
Figure J-7. Final Checklist